

# CCP EnviroNews

May 2002

## Environmental News from the CCP - Saukville Facility

### Welcome to the Second Edition of CCP EnviroNews

**EnviroNews** is one way for CCP to share information with our neighbors and the Saukville community about new developments relating to CCP's environmental programs and performance. In this issue, you can read about:

- How CCP is responding to odor complaints;
- A new odor reporting system;
- How the CCP Community Advisory Committee is making a difference;
- The binder at the Saukville Library that contains information about CCP operations and environmental programs.

As always, if you have any questions or concerns about CCP operations, please contact us.

### **CCP SAUKVILLE FACILITY CONTACT INFORMATION**

**Michael Lotman: 268-3300**

lotman@ccponline.com

or

**Glenn Preisler: 268-3395**

preisler@ccponline.com

**CCP Web Site**

www.ccponline.com

### CCP Tackles Odor Issue

At the DNR public meeting a year ago, a number of people indicated concerns about odors coming from CCP's Saukville facility. Many at the meeting indicated that past odors from the Freeman Chemical plant *"were a lot worse than they are now."* Community Advisory Committee members who are plant neighbors have indicated that problem odors occur infrequently and are not nearly as bad as they used to be. CCP's Mike Lotman has stated that CCP's goal is zero odor complaints. So—what is the company doing to achieve this goal?

CCP is taking the steps necessary to track down and eliminate any ongoing odor problems. CCP is working with its Community Advisory Committee (CAC), affected neighbors and employees to identify patterns and sources of the odor problems. However, the variability of CCP's processes and the need to collect timely data from neighbors makes this work challenging, to say the least.

The CAC discussed the idea of seeking volunteers to keep a detailed log relating to odors they experience and communicating immediately with plant personnel. With the committee's help, CCP has designed an easy-to-use odor reporting form and printed up many copies. A sample form is included with this newsletter. Plant Manager Glenn Preisler indicated that CCP supervisors have been trained to handle citizen complaints about odors. The odor reporting forms were handed out at the April CAC meeting and will also be given to all the neighbors. CCP will utilize employees who live in the neighborhood to distribute and collect the forms. ***Instructions for filling out the form and contacting CCP follow this article.***

There have been five odor complaints so far in 2002. It appears that people are now more aware that CCP needs to know about odor problems as soon as possible. This aids in determining underlying causes and addressing them.

The committee has also urged CCP to try to prevent odor problems before they occur, especially those relating to the loading and unloading of the kettles. CCP staff explained that this is an operational practice where the safest procedures to protect worker health and safety may result in odor issues. They are working on ways to minimize odors in the safest possible way.

## **ODOR REPORTING INSTRUCTIONS**

**Please call CCP immediately with your observations during the day at 284-0555 (touch “0” for the operator) or after hours at 268-3399.**

### 1. Recording Your Observation

When you notice an odor, please use the **Odor Hotline Report** form to record your observation in as much detail as possible.

After noting the date and time, describe the odor you notice by checking one or more of the descriptions listed under **Type of Odor** or you can add your own description. Indicate how long the odor lasts and how strong you think it is in **Duration and Strength of Odor**.

Next describe the **Weather Conditions** at the time you noticed the odor—temperature and humidity (if you know them), wind direction and other conditions (rain, fog, snow etc.). Add any **Comments** that you think might be useful.

Finally, enter your personal information—name, address and a phone number where CCP can contact you to follow up on your odor report.

### 2. Calling In Your Observation

If you call during daytime business hours (7:45 am to 4:30 pm) call 284-0555 and touch “0” for the operator. The operator will transfer you to either Glenn Preisler or Michael Lotman. After hours, call 268-3399 and ask to speak to the shift supervisor.

When you call, please note the date, time and name of the CCP employee that you give the report to.

### 3. CCP Response

CCP will assign a tracking number to your report, investigate promptly and contact you with our findings.

## **Community Advisory Committee Providing Input to CCP Environmental and Safety Programs**

CCP’s Community Advisory Committee (CAC) started up in January 2001 and meets quarterly at the Saukville facility. The committee, made up of neighbors, city officials, county and state agencies, provides regular input into CCP’s environmental and safety programs and has already made a big difference in the way CCP does business. Here are some examples of valuable input committee members have provided to CCP staff on a variety of issues.

### Community Outreach

The committee discussed ways to better communicate with the people of Saukville:

- Contact the public library to establish an easily accessible public “repository” there for information and documents relating to CCP’s environmental performance, the cooperative environmental agreement with DNR, and the Community Advisory Committee.
- Place this same information on the CCP web site and link it to the DNR web site.
- Add more plant neighbors to the committee
- Open CAC meetings to the public, announce them in the newspaper and allow visitors to share ideas and concerns during a public comment item on each meeting agenda.
- Publish and mail a newsletter about CCP environmental activities.

### Chemical Fact Sheets

The committee recommended that proposed fact sheets for chemicals used at the CCP Saukville facility--

- Focus on the chemicals that are used in the greatest amounts, have the most troublesome

health or environmental impacts and present significant reduction opportunities.

- Include information on all aspects—health, safety and environment—of the chemicals.
- Relate to the aspects and impacts to be identified in CCP's Environmental Management System.
- Include information that relates these chemicals to odor problems, if possible.

#### Odor Problems

- Committee suggestions for addressing odor problems included—
- Seek volunteers to keep a detailed log relating to odors they experience
- Include results of community odor reporting in the CCP newsletter. Include the form as an insert in the newsletter with an explanation of what it is and how to use it.
- Include a CCP phone number on the form, as well as instructions as to what to do with it once it is filled out. Stress calling CCP right away with the odor information.
- Terms used to describe odors should be explained on the instruction sheet.
- Try to correlate the different odor types to specific chemicals.
- Odor complaint logs should be a half page in size and should be provided in pads to keep near the phone.

#### CCP Environmental Management System (EMS)

The committee identified the following important environmental aspects that CCP should consider in its EMS:

- Vehicle deliveries—noise, emissions, spills, odors, road deterioration
- Groundwater cleanup—is the current system adequate?
- Staff procedures and training for minimizing spills of hazardous materials
- Procedures for handling raw materials and products
- Exterior lighting—community impacts, energy efficiency and safety concerns
- Drum storage—distance to homes, height of storage piles, spill and explosion prevention
- Weed control around the perimeter of the facility
- Surface runoff from the site

- Air emissions—environmental and human health impacts and odors
- Finding raw materials that are non-toxic or less toxic
- Life cycle analysis of coatings and their components
- Manufacturing processes—energy use, wastes, noise and odors
- Recycling of non-process materials (paper, etc.)
- Packaging of raw materials and finished products

**Information on the DNR-CCP cooperative environmental agreement, CCP's Community Advisory Committee, CCP environmental programs and more is in a binder at the Saukville Public Library, 151 S. Main Street. (Telephone—284-6022)**

#### **CCP PUBLIC INFORMATION BINDER--- CONTENTS**

##### 1. General Information about the CCP Saukville Facility--

Facility fact sheet

Plant contacts

Products made, production levels, employment etc.

Information about CCP and its parent company

##### 2. CCP Roles and Responsibilities in Protecting the Environment--

CCP Health, Safety and Environmental Charter

List of chemicals used and produced

Chemical fact sheets

Information on Coatings Care and Composites Care

Programs

##### 3. Community Involvement in CCP Environmental Protection Activities--

Community survey summary and analysis

CCP community outreach plan

Copies of newsletters

4. Community Advisory Committee--

List of members

For each meeting:

Copy of ad in Ozaukee Press

Agenda

Summary

5. Proposed Environmental Cooperative Agreement  
between CCP and DNR--

Overview/fact sheet

Description, diagrams and supporting material  
relating to proposed process changes

Progress in implementing the agreement

Final version of the agreement and attachments

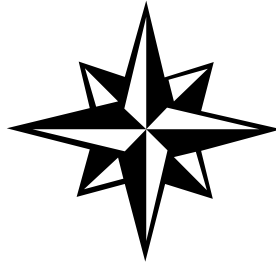
6. DNR Permit Requirements and the Public  
Meeting on the DNR—CCP Environmental  
Cooperative Agreement--

DNR permits, pollution limits and DNR contacts  
DNR public meeting announcement/public notice

Summary of comments and responses on the  
cooperative agreement

Public meeting transcript

**If you have an idea for an article or topic  
that you would like to see in the next  
edition of this newsletter, please let us  
know by contacting us at either of the  
phone numbers listed on the front page.**



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